



**BUREAU OF AUTOMOTIVE REPAIR
FLEET OPERATIONS UNIT**
10240 SYSTEMS PARKWAY, SACRAMENTO, CA 95827
PHONE: (916) 255-1336
FAX: (916) 255-1385
www.smogcheck.ca.gov



GOVERNMENT FLEET SMOG CHECK PROGRAM ANNUAL REPORTING TRANSMITTAL

PLEASE COMPLETE AND RETURN THIS FORM TO THE BUREAU OF AUTOMOTIVE REPAIR

THIS ANNUAL REPORTING TRANSMITTAL IS DUE BEFORE DECEMBER 31 OF EVERY YEAR.

Agency: _____

BAR File Number: _____

Department: _____

Division: _____

Unit: _____

Business Address: _____

City: _____ State: _____ Zip: _____

RME: _____ Phone: _____

BAR USE ONLY

Date Received: _____

Date Entered: _____

Entered by: _____

ODD VIN NUMBERED VEHICLES: must be inspected and reported in ODD calendar years.

EVEN VIN NUMBERED VEHICLES: must be inspected and reported in EVEN calendar years.

(Agencies without vehicles to report should enter 0 for Number Owned for that calendar year.)

ANNUAL REPORTING OPTION: (See Instructions on reverse.)

ENTER YOUR AGENCY'S TOTAL NUMBER OF AFFECTED VEHICLES HERE:

An "affected vehicle" is any gasoline or alternate fuel powered vehicle 29 model years old and newer.
(Vehicles 4 years old and newer do not require testing.) **Please include these on the lines provided.**

ODD VIN VEHICLES

EVEN VIN VEHICLES

ANNUAL OPTION

Number Owned: _____

Number Owned: _____

Number Owned: _____

Number Tested: _____

Number Tested: _____

Number Tested: _____

Number Passed: _____

Number Passed: _____

Number Passed: _____

Number 4yr old/newer: _____

Number 4yr old/newer: _____

Number 4yr old/newer: _____

For Calendar Year: _____

For Calendar Year: _____

For Calendar Year: _____

COMMENTS: _____

I hereby declare by this report that all required vehicles owned by this agency have been tested and passed the required inspection and are in compliance for this reporting year and agree to retain the vehicle emissions inspection records for a period of not less than three (3) years and to make such records available to the Bureau of Automotive Repair or its representative(s) upon request.

Signature of RME _____ Date _____

(See Instructions on Reverse Side)

INSTRUCTIONS

(Please Type or Print Clearly)

This document is also available, and interactive on our WEB Site:

www.smogcheck.ca.gov/

BAR FILE NUMBER: Enter the "G" file number issued to your agency by the BAR. EXAMPLE: GA970000, GB910000, GF950000.

AGENCY: Enter your agency's administrative name (i.e., state of, county of, city of, etc. for local government. For federal agencies enter the departmental level, i.e., Department of Commerce, Department of Justice, General Services Administration, etc.).

DEPARTMENT: Enter your agency's department name (i.e., police department, fire department, motor pool, general services, transportation, equipment, etc. for local government. For federal agencies enter department level, i.e., Bureau of Reclamation, Department of Air Force, National Park Service, etc.).

DIVISION: Enter the division name of your department, if applicable (i.e., water resources division, Los Angeles division, Port Mugu naval station, maintenance division, etc.).

UNIT: Enter the unit designation name of your department's division, if applicable (i.e., shop # 4, southern area branch office, heavy equipment center, etc.).

BUSINESS ADDRESS: Enter your agency's business address. Do not list a post office box for the address.

RME: Enter the name of the person designated as the agency's RME (Responsible Managing Employee).

TELEPHONE: Enter the telephone number for the RME.

AFFECTED VEHICLES: Enter the total number of affected vehicles that your agency owns or operates. This box should include all vehicles to be smog tested in odd years, even years, and those vehicles four (4) yrs old and newer that do not require testing.

Beginning January, 2003, an "**Affected Vehicle**" in any passenger car, light and heavy duty vehicle, 29 model years old and newer and powered by gasoline and alternate fuels. Diesel powered vehicles are **NOT** included in the Smog Check Program.

**EXAMPLES OF
EXEMPT VEHICLES:**

Beginning 2003, the 1975 to 2003 model year vehicles are affected. The 1974 vehicles are out-of-the program. In 2004, affected vehicles are 1976 to 2004 vehicles, the 1975's are out-of-the program. In 2005, the 1977 to 2005 vehicles are affected and 1976 vehicles are out-of-the program, etc. Do **NOT** include vehicles that are 30 model years old and older in Your Agency's Count of Affected Vehicles.

Heavy duty vehicles over 14,000 lbs GVWR, powered by CNG, LNG and LPG are also **EXEMPT** from the Smog Check Program. Do **NOT** include these vehicles in your agency's affected vehicle count.

REPORTING: Complete the appropriate section of ODD VIN VEHICLES, EVEN VIN VEHICLES or the ANNUAL OPTION to reflect your agency's schedule for testing and reporting per the Letter of Response (79-19). Use the COMMENT section to record any information regarding vehicle count Problems, etc., such as 3 vehicles out of service for major engine repair - Emissions testing report(s) to follow prior to vehicle being returned to Service.

Sign and date the form, and return to the Bureau of Automotive Repair, Fleet Operations at the address of the front of the form.

Remember that this form is required to be submitted prior to December 31, of every year.